



POB 700 Meridian ID 83680-0700 P: 208 884 7210 E Mail: sandy.harris@isp.idaho.gov

MEETING MINUTES

October 26, 2006

A meeting of the Statewide Interoperability Executive Council (SIEC) was held on this date at Gowen Field, Boise, Idaho. Chair Lockwood called the meeting to order. Attendees and guests introduced themselves. There was a full quorum present.

Members Present:

- Chair, R. Mark Lockwood, Idaho Chiefs of Police Association
- Vice Chair, Bruce Allcott, Idaho Fire Chiefs Association
- Fred Abt for Bill Bishop, Idaho Bureau of Homeland Security
- Michael Candelaria, United States Dept. of Interior
- Michele Carreras for Dia Gainor, Idaho Dept. of Health & Welfare
- Dan Charboneau, Idaho State Police
- Senator Denton Darrington, Idaho State Senate
- Dean Hagerman for Art Keen, Idaho National Guard
- Jon Heggen, Idaho Dept. of Fish and Game
- Mark Hilton, National Interagency Fire Center
- Greg Laragan, Idaho Transportation Dept.
- Shawn Larsen, Association of Idaho Cities (via teleconference)
- Douglas C. Melvin, U.S. Dept. of Homeland Security Transportation Security Administration (via teleconference)
- Lorin Nielsen, Idaho Sheriffs Association
- Joe Roche, Idaho Dept. of Administration
- Gregory Schwartz, Idaho Dept. of Corrections
- Joe Young, Idaho Association of Counties

Staff:

- Dodie Collier, Project Manager, SIEC
- Sandy Harris, Administrative Assistant, SIEC

Others Present:

- Lorraine Elfering, Canyon County Sheriff Office
- Eddie Goldsmith, IECC 911 Project Manager
- Bart Hamilton, Ada County Sheriff Office/ Region 12 700 MHz RPC
- Todd Herrera, Canyon County Sheriff Office
- Matt Howarth, Motorola
- Nikki Jansen, Ada County Sheriff Office
- Scot Maring, Idaho Dept. of Administration

- Greg Newberry, White Cloud Communications
- Kirby Ortiz, Gem State Communications
- Lex Rutter, Dept. of Administration/ Communications
- Les Shadduck, Ada County Sheriff Office
- Mitch Toryanski, Office of Attorney General

Review & Approve Minutes—Chair Lockwood

There were no corrections to the September meeting minutes.

MOTION: Allcott made a motion to approve the minutes of the September 28, 2006, Statewide Interoperability Executive Council meeting as printed, seconded by Charboneau. The motion passed by a unanimous vote.

Subcommittee Membership—Chair Lockwood

A document listing the membership of each subcommittee was projected on the screen for the Council to review. Michele Carreras consented to join the Outreach Subcommittee. Bruce Allcott asked to be released from the Funding Subcommittee because of his involvement in other subcommittees. Shawn Larsen consented to replace Scott Reese as a member on the Funding Subcommittee, but requested not to be Co-Chair. Doug Melvin was changed from Co-Chair to Chair of the Funding Subcommittee.

Allcott asked for an update on the Memorandum of Agreement between Bureau of Homeland Security and Idaho State Police. Charboneau reported that it had been signed by the Directors of both agencies.

Ada County Communications Plan—Bruce Allcott

Allcott discussed the Interoperable Emergency Communications Plan for Ada County with the Council. The Technical Subcommittee was unanimous that the Ada County Plan met the criteria that had been established. The Council members were given the opportunity to ask questions about the Plan. Allcott discussed the procedure that had been established thus far. The Technical Subcommittee was asked to review each county plan from a technical aspect to determine if it is in compliance with the I-C-A-WIN document. Each plan will be discussed with the full Council prior to making an approval recommendation to the Idaho Bureau of Homeland Security (BHS). Allcott informed the Council that he had also received Bingham County's Plan. It is being reviewed and will be discussed at the November SIEC meeting.

Fred Abt, Deputy Fiscal Director BHS, gave a brief overview of the grant process. Dodie Collier is the Investment Manager over Interoperable Communications. The instructions to all the subgrantees, which are the tribes and counties within the state, are that they can collaborate or individually develop a communications system that is in compliance with the I-C-A-WIN document. The subgrantees must submit their communications system plan to the SIEC for review. Once the SIEC approves the plan, awarded funding can be moved in the budget from planning to other allowable expenditure areas according to the FFY 06 US Department of Homeland Security grant guidelines. Council members asked questions about and discussed the process. This process only applies to 2006 monies. If the Technical Subcommittee finds an issue with a plan, they will notify Collier, the Investment Manager. Collier will discuss the issue with the Area Field Officer and BHS. The issue will be resolved within the BHS.

MOTION:

Nielsen made a motion that the Technical Subcommittee review the county plans. If there are problems, of a technical nature, the Subcommittee is responsible for working them out with the submitter. If a problem cannot be resolved, the plan will be sent back to the Investment Manager and to BHS to work out. The Technical Subcommittee will give a report at each SIEC meeting of the plans that have been reviewed during the previous month.

In response to further discussion, Charboneau requested that the motion be amended to allow the Council members to have a copy of each county plan, stating that Council members representing certain agencies need to know of changes in county communications in order to coordinate with those changes. Allcott suggested that copies be available to Council members on request, rather than routinely printing one for every Council member. Discussion followed. Charboneau withdrew his request for an amended motion and seconded Nielsen's original motion. There was a call for the question.

The motion was restated and voted on. The motion passed by a unanimous vote.

Governance—Chair Lockwood

The Council discussed governance.

- Operational standards are a key factor in working together.
- There will need to be joint operations at a certain level in a statewide system.
- There is a mandate to be narrowband P25 compliant by 2012 and the federal government has provided the money to cities and counties to assist with meeting the mandates.
- Definitions need to be included in the governance document.
- There is a time schedule. Bannock County is connected to the master site with a cooperative agreement with the Idaho Department of Administration, but that agreement is temporary. The counties that are currently connected to the master site are not going to be able to pay the bill to keep the master site going with the understanding that down the road everybody else is going to be connected.
- Funding is a major issue in moving toward a 700 MHz system.
- The SIEC has been tasked with making sure that that a statewide system is designed, not just a State system.
- There needs to be regional input on operational issues. The regions will come together in an over arching group to discuss issues that might impact their connectivity with others.
- There will be a regional level of jurisdiction, but it is yet to be determined what the regions will be.
- The Council needs to determine what kinds of decisions will be made at the various levels and how they are interconnected.
- Terms on the matrix need to be defined: users, fiscal and operational control, maintenance, and ownership.

Council members discussed proceeding with the RFP for the statewide Operational Needs and Technical Resource Assessment with the Idaho Division of Purchasing (DOP). Collier stated that DOP had assigned a purchasing officer to the SIEC. Abt stated that BHS will be having a meeting to discuss outstanding grant balances. He will get further instructions from Bishop. Abt asked for a determination on the cost of the assessment.

Lockwood asked Senator Darrington about the possibility of getting funding from the State Legislature. Darrington stated that he would include a request for funding for statewide

interoperability when he goes before Joint Finance-Appropriations Committee (JFAC). It would give the request great weight if it is also part of the Governor's request. It is unknown whether or not Governor Risch will prepare a written budget and present it to the Legislative Office. Darrington stated that the SIEC might have a chance of getting some money if the request is presented as a 2-5 year project, has the support of the governor, and it is stated that it is important to help the counties and cities.

MOTION:

Allcott made a motion that pending final determination after the meeting but before the next meeting, if the BHS is able to identify a reasonable amount of funding, that the SIEC be authorized to proceed with the RFP for the Operational Needs and Technical Resources Assessment through the Idaho Division of Purchasing. Young seconded the motion.

In response to further discussion, Lockwood suggested that the motion be postponed until the November meeting. A new governor will be elected and members of the Council will possibly have met with the incoming administration to assess support toward the RFP. Allcott declined the suggestion to postpone the motion. Nielsen requested that the motion be amended to have a report at the next meeting as to the availability of funds from BHS for the assessment. Allcott stated that if BHS is able to identify a reasonable amount of money that the Council proceed. Nielsen withdrew his amendment to the motion.

The Council voted on the original motion. Lockwood cast a dissenting vote. The motion passed.

Allcott suggested that every Council member be given the opportunity to voice the issues, concerns and thoughts about their role in the statewide system as a user. Ada and Canyon County representative also expressed their issues and concerns. The information was collected and will be included in future discussions on governance.

Other business - Open Comment Period

Allcott asked if some previous communications from Region two that needed to be addressed by the BHS were addressed and resolved. Abt reported that the issues were address by BHS.

Planning for the next meeting—Chair Lockwood

The next SIEC meeting will be held on Thursday, November 16, 2006.

Adjournment—Chair Lockwood

MOTION: Nielsen made a motion to adjourn, seconded by Hagerman. The motion passed by a unanimous vote.